

STATE OF WISCONSIN DHFS

Electronic Case File Project

County Offices Remote Installation Procedures for Ascent Capture 7.0

Last Revised July 14, 2006

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STOP! Before you proceed further, follow these steps.

- Check the PC minimum requirements in 2.3 below.
- Make sure Microsoft.Net Framework 2.0 is uninstalled. Microsoft.Net Framework 1.1 is OK.
- Make sure the PC is connected to the internet (in any fashion).
- Check if the PC has Win XP SP2. If so, follow [Appendix A](#) instructions. Preferably just turn off the Windows XP firewall. Then there's no need to follow the Kofax knowledgebase instructions on opening ports.
- If you get an Ascent Capture error right away, make sure the "Server" services is installed and the status must be "started." This means that the File and print sharing is enabled. **For Windows XP:**
 1. To make sure it's enabled, go to My Computer and right click.
 2. Choose Manage.
 3. Choose Services and Applications.
 4. Choose Services.
 5. Look for "Server." The services are listed in alphabetical order.
 6. Double click on Server and make sure it says "automatic" in the "startup type" section. Choose enabled from the dropdown listbox if it's not selected.
 7. Choose "apply" and then "OK."
- Is this scan station PC using a proxy server? If so, make sure you can access this domain: <http://acis.cares.wi.gov> The full url is <http://acis/cares.wi.gov/acis> The IP address is 165.189.80.229
- Make sure port 80 is open.

Preface

The first step in enabling a county office to perform imaging functions, as part of the Electronic Case File project, is to install the required hardware and software needed to accomplish these tasks. We will often refer to the county offices as remote sites, because the imaging system's administration and configuration servers are centralized at DOA in Madison. In other words, the county offices use a "client" or "clients" of the central imaging server to perform their functions.

The client machines will be used by designated users at the county offices to perform scanning and indexing (also known as Validation) functions. The batches of images processed by the client software are uploaded via IP to the central server, where they are released to the central repository. Once in the central repository, the images are available for viewing by the rest of the county workers.

The software product used for image capture and validation is Kofax Ascent Capture and the Ascent Capture Internet Server (ACIS). In this manual we will focus on the installation of the Ascent Capture client software, the scanner hardware installation, and the installation of custom components written by SYSCOM that work with Ascent Capture to enhance the out of the box application.

Keep in mind that this manual only describes the installation of the image capture system or scanning site. This manual does not describe any of the retrieval components of the system, which are the components used to view the images after they have been stored in the Content Manager repository.

1. Intended Audience

This manual is intended for use by technical personnel familiar with the county office's network, operating system environments, and hardware configurations. Users of this manual should also be familiar with the installation of software programs on the Windows environment, as well as hardware installations, such as printers and scanners. It is also important that installers have working knowledge of Windows administrative functions, such as adding users, changing user rights, etc. Basic understanding of the office's firewall will be needed to troubleshoot any potential communication errors between the remote site and the central servers at DOA.

2. Installation Process

2.1 Task Overview

The task of setting up the remote capture sites for the ECF system involves the following sub-tasks:

- Verify the station operating pre-requisites
- Install Ascent Capture client
- Activate the remote site at the central server and synchronize
- Install the scanner
- Test the scanner installation
- Setup custom code

In the following sections we will discuss the above tasks in more detail

2.2 Pre-Installation Checklist

Prior to starting the installation ensure you have the following hardware available:

- Scan Workstation
- Scanner
- Scanner Cable
- Kofax Adrenaline Card (hardware adapter), either 650iLV or 650iPV models.

You should also have access to the following software, either by network or CD-ROM:

- Ascent Capture Version 7.0 with SP2
- Kofax VRS Version 4.0 with SP1 English
- A CD or network location containing the following SYSCOM files:
 1. DHFSWrap.dll
 2. HFSValidationCtrl.ocx
 3. HFS_Custom_Panel_Validation.reg
 4. index.exe.config
 5. DFBatchclass.ini

If you haven't done so already, save the DHFS barcode sticker on the scanner box and give to the DHFS staff doing the install.

2.3 Verify Scanning Station Pre-requisites

This manual assumes that the scanning station meets the following **minimum** requirements. You should try to exceed these requirements, in order to allow for any future updates of the software and any additional applications that may run on the system now and in the future:

Hardware Requirements

Processor: Pentium class 1 GHz processor or higher

System memory: 256 Mbytes (512 Mbytes or higher recommended)
Disk space: 420 Mbytes on any local drive, plus 300 Mbytes available on your local C drive or wherever your operating system is installed, for installation files, temporary files, and working space during processing
Display: 1024 x 768 with 24 bit color, small fonts; 24 bit color is recommended for the best viewing of online help
USB port: Recommended for backup scanner connection (optional)
Printer: 600 DPI to support the Separator Sheet Utility
NIC: 100 Mbps
Internet Connection: Make sure the PC is connected to the internet.

Certified Operating Systems

The following operating systems have been certified for Ascent Capture client workstations.

- Windows XP Professional with Service Pack 1 (see appendix A for SP2 notes)
- Windows 2000 Server with Service Pack 4
- Windows 2000 Professional with Service Pack 4

Network Connection

As indicated above a high-speed connection is necessary. The connection should also have unrestricted access to the following websites at DOA:

- <http://acis.cares.wi.gov/acis> (165.189.80.229)
- <http://acis.cares.wi.gov/DHFSValidate/DHFSLookup.aspx>

See appendix B for connection troubleshooting.

Installation User

You will need to create a user with full rights on the machine for the installation. Admin rights will usually do it, although depending on your rules, some administrators may still be restricted from making updates to the registry, or may not have read and write access to folders in the hard drives. One standard that was used by the pilots was “ascentadmin” for both the user ID and password. After installation users can use this same ID for performing the imaging functions. ***You may experience problems using the Ascent software if after installation you log in using an ID with lesser rights.***

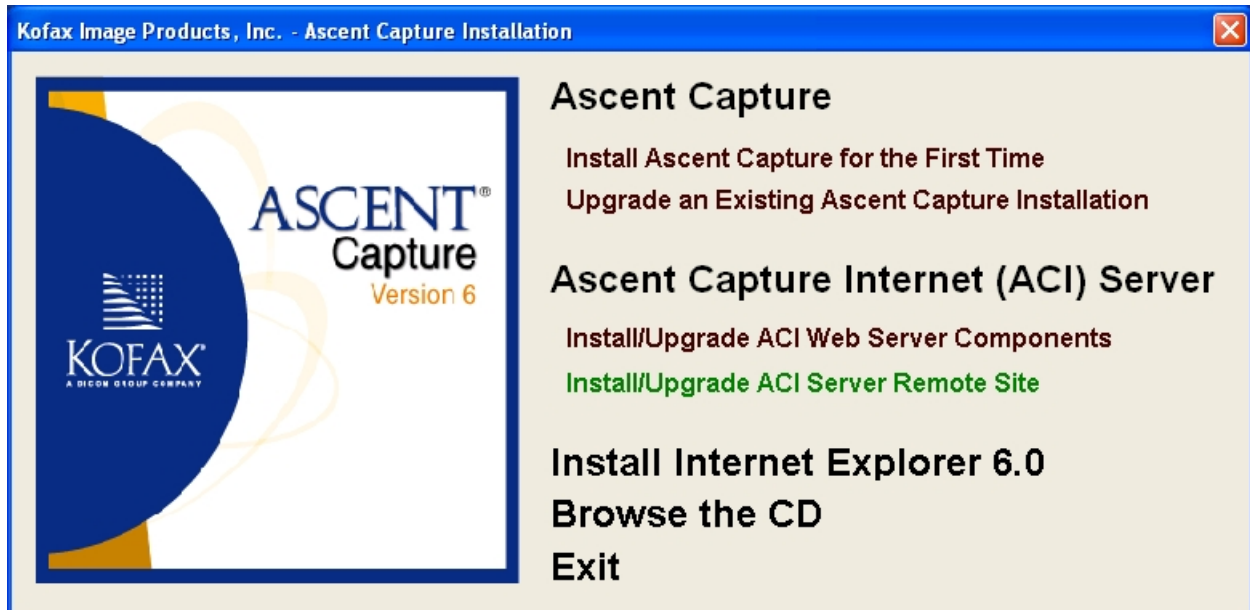
2.4 Install Ascent Capture Client

In order for the scanner to work with the scanning station, and for the scanning station to collect images and send them to the central Ascent server, the scanning station must have the Ascent Capture client software installed.

The installation installs the suite of Ascent Capture modules required for scanning and indexing the images, as well as for managing batches and synchronizing with the central server.

Prior to beginning the installation, make sure all programs are closed and you are logged in as an Administrator.

To start the installation insert the CD-ROM labeled Ascent Capture 7.0. The auto-run program should bring up the following screen:

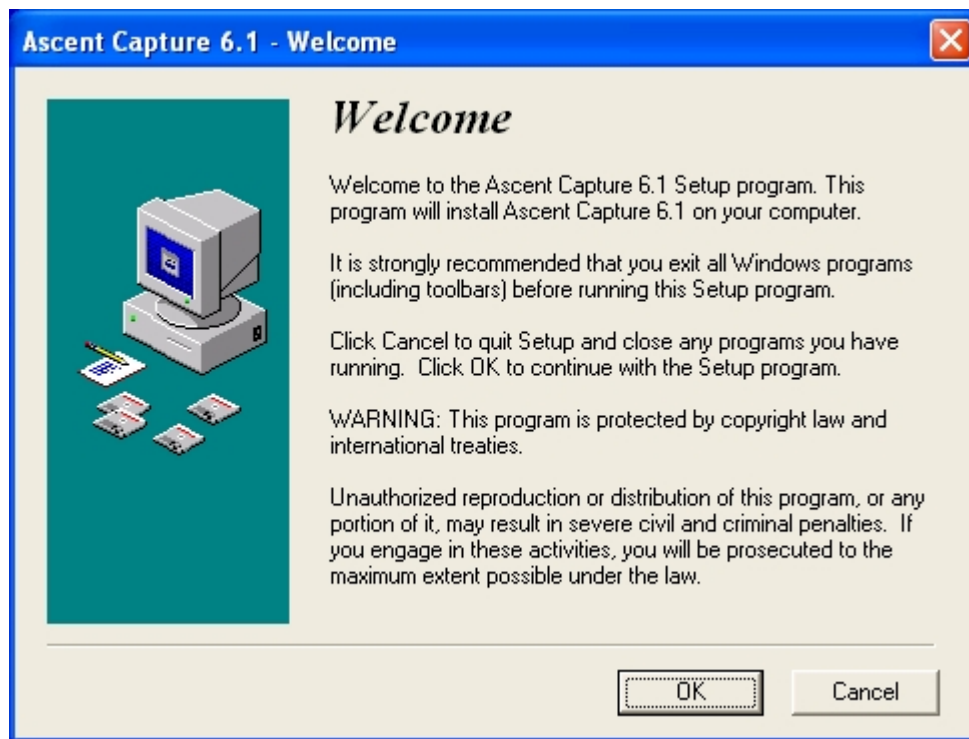


Select "Install/Upgrade ACI Server Remote Site".

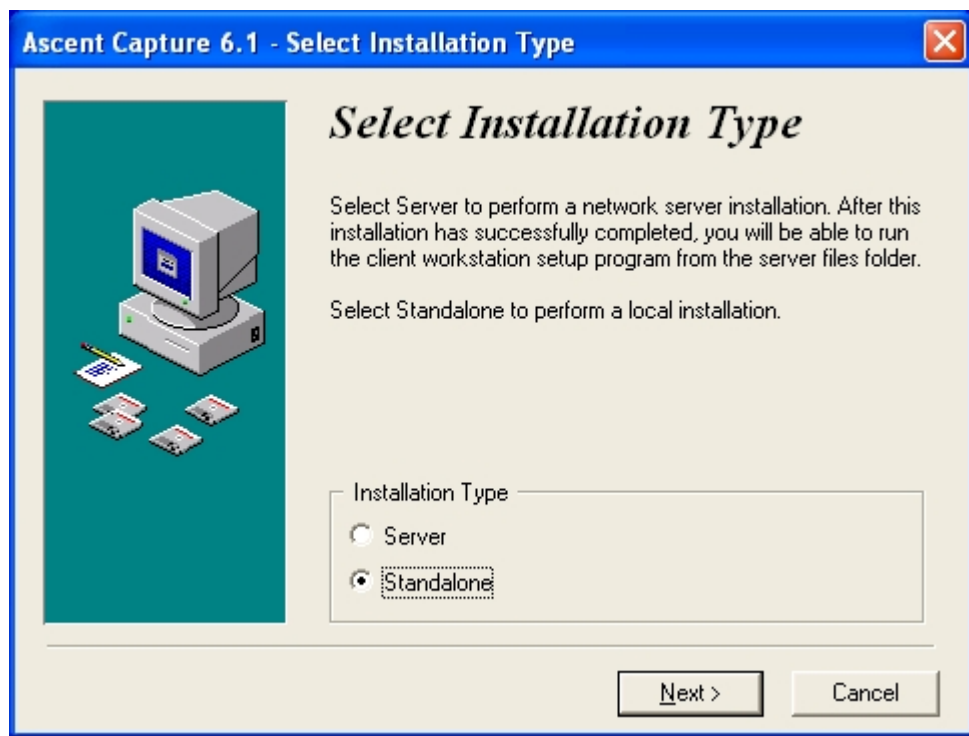
Click OK on the Welcome screen.

For Upgrades:

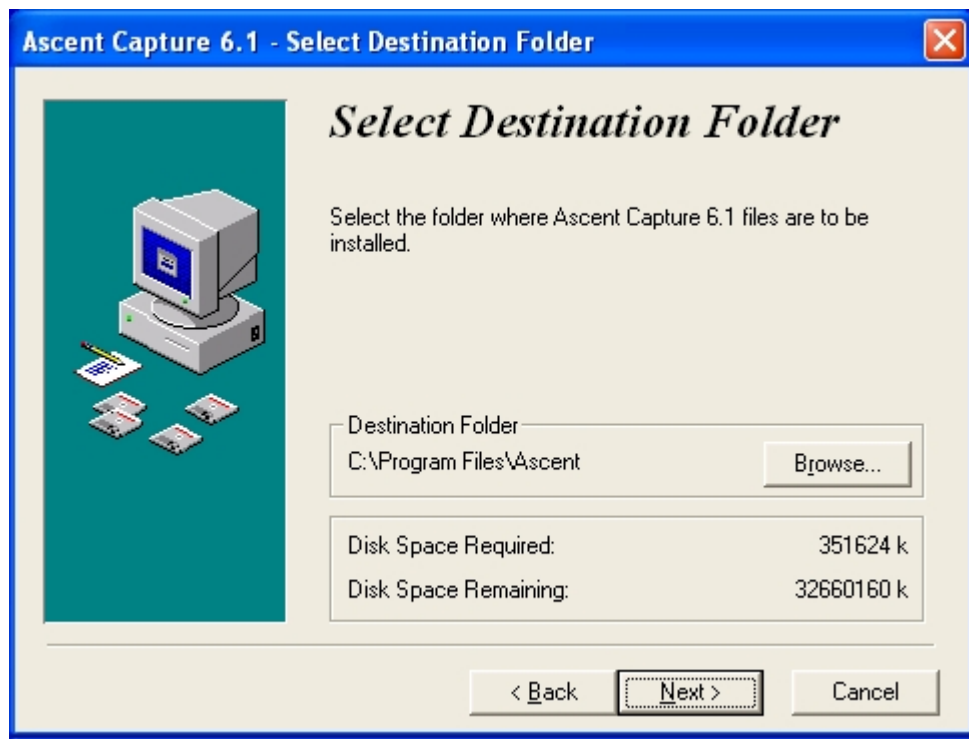
If this is an upgrade from AC 6.1 to AC 7.0, you will get a message stating that it recognizes you have 6.1 installed. You will need to close down the Remote Synchronization Agent (RSA) by right clicking on the icon in the right corner and closing it. Also close any other modules for Ascent Capture (scan, validation, batch manager, etc.)



On the next screen select Standalone and click Next.



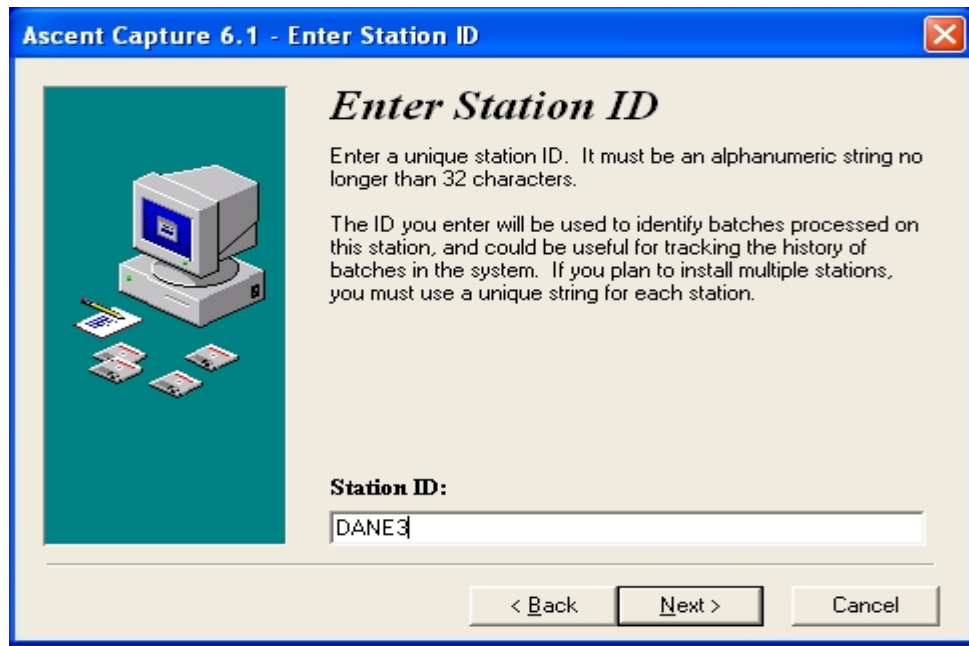
On the next screen select the drive where you are going to install the system. For now we'll assume the C: drive. It is recommended you do not change the default. Click Next to continue.



The next screen allows you to enter the site name and site ID. This screen is very important, as the values entered here must match the ones at the central server for licensing purposes. **Use the table in appendix C to find the Site Name and ID assigned to your remote office.** Click Next once it is entered.



In the following screen enter the station ID. This is also important and should match the entry in the table of appendix C. Click Next to go on.



The next screen allows you to select the type of scanner adapter being used to connect the scanner to the station. Select Adrenaline Hardware and click Next to continue.

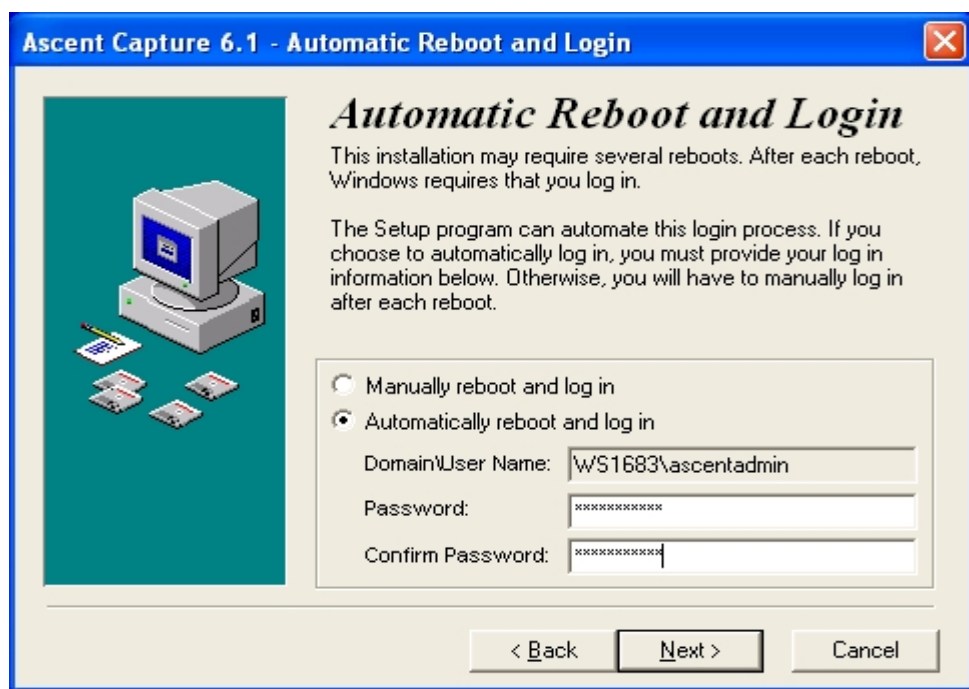


Answer "No" to the question on the next screen. All ECF remote sites will use software VRS as opposed to Hardware VRS. The scanners deployed for the project will use software VRS.

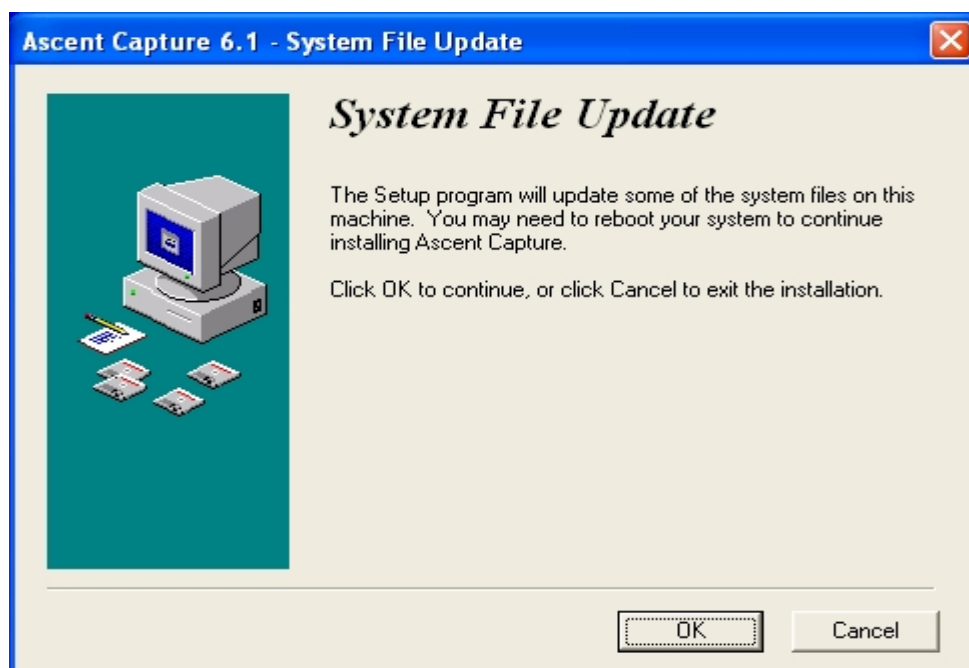


Click Next on the next screen to continue. You will then get the next screen. This screen allows you to enter your user ID and password for automatic log on during the installation, as the system may need to

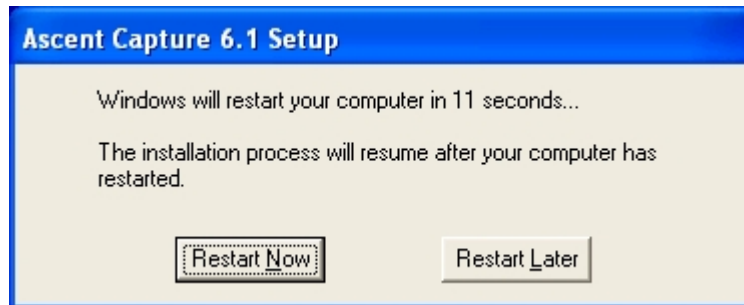
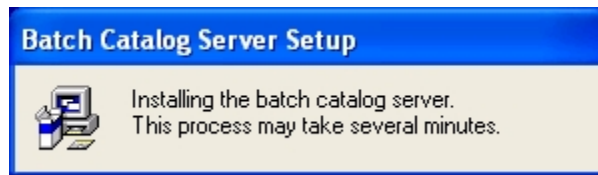
restart a couple of times while the program is being installed. Always choose “Automatically Reboot and login” and enter the PC’s password twice. Click Next to continue. On the next screen click Next as well.



When prompted for a System File Update click Ok.

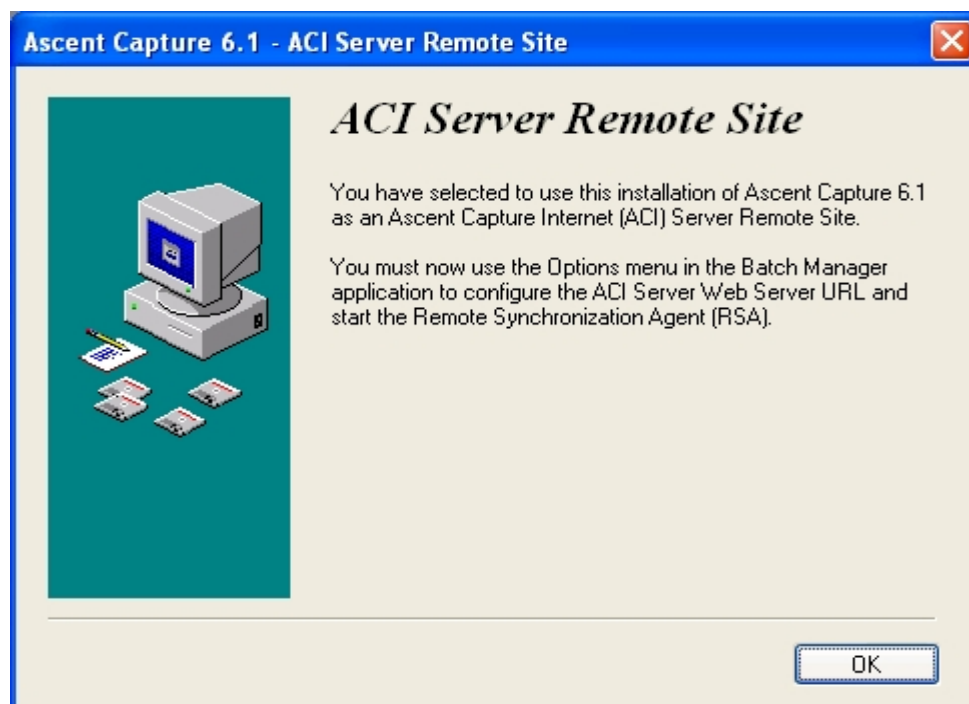


The installation will begin. You may see the following pop ups in succession after the last button click:



Allow the system to restart every time. You may click "Restart Now" to speed up the process.

After restarting, the system will present you with the next screen. This is just a reminder to use the Batch Manager program to complete the setup of the remote site. We'll do this in the next few screens. Click OK.



We'll add the CARES server later. Right now, we'll install the Ascent Capture Service Pack 2 and the Virtual ReScan Service Pack 1 (VRS SP1) in that order.

Install Ascent Capture SP2

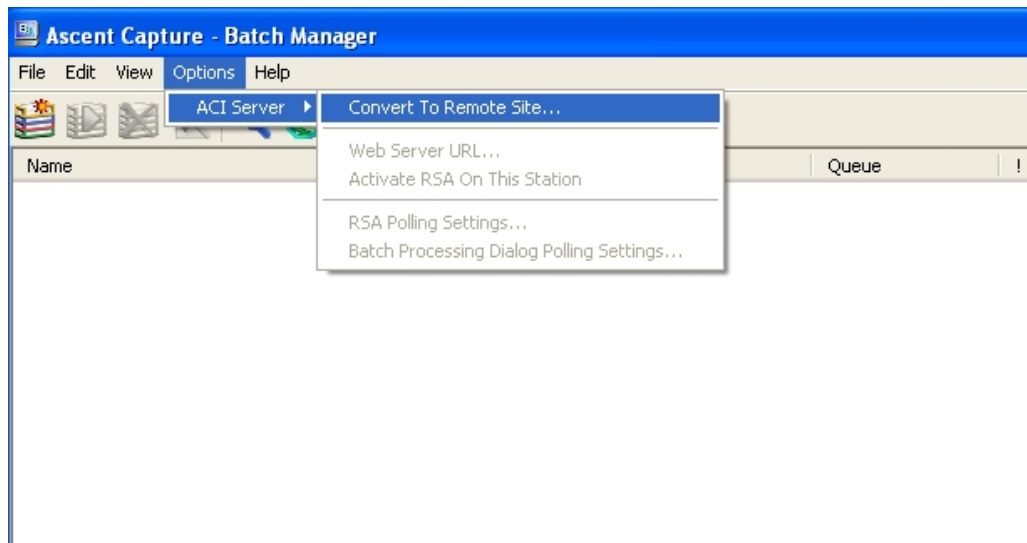
Now install the **Service Pack 2 (SP2) for Ascent Capture 7** from the 2nd disk. Insert the disk labeled "Ascent Capture SP2" in the CD drive. The autorun program should open a window with an executable file called ac70sp2_eng.exe. Double click on that file to start the SP2 install. When done, reboot the PC.

Install Kofax VRS SP1

Now install VRS SP1. A link is found in the ECH Handbook in section 3.6.4. Right click on it and “save target as” the desktop of the scan station PC. Double click it and install the VRS SP1.

2.5 Activate the Remote Site at the Central Server and Synchronize

To complete the configuration of the ACI Server Remote Site, go to Start → All Programs → Ascent Capture 6.1 → Batch Manager. On the window that opens, select Options → ACI Server → Convert To Remote Site..., as shown in the next screen.



The next screen will give you the following warning:

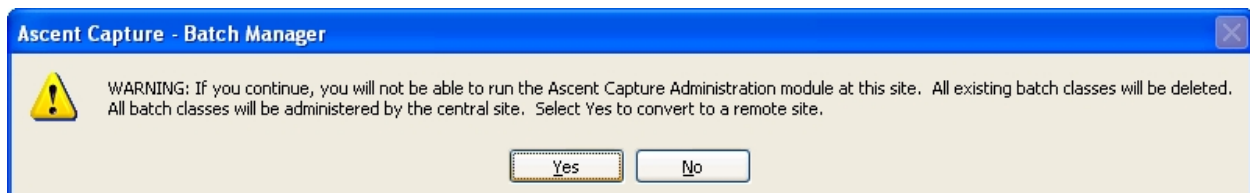
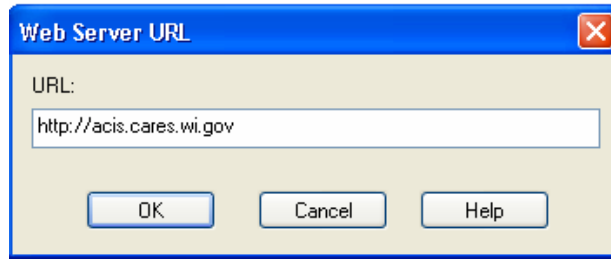


Figure 1

This is just telling you that everything on the client machine will be controlled from the central server. Click Yes.

The next screen will allow you to enter the URL for the ACI Server. Enter the following value 'http://acis.cares.wi.gov', sample shown in Fig. 16 and click OK:



This process should not take more than a few seconds. If the machine appears to hang while the URL is being set, then you may have firewall or firewall related problems. See appendix B for possible causes and solutions to these types of problems.

After setting up the URL you'll be prompted to activate the Remote Synchronization Agent. Do so by clicking Yes.



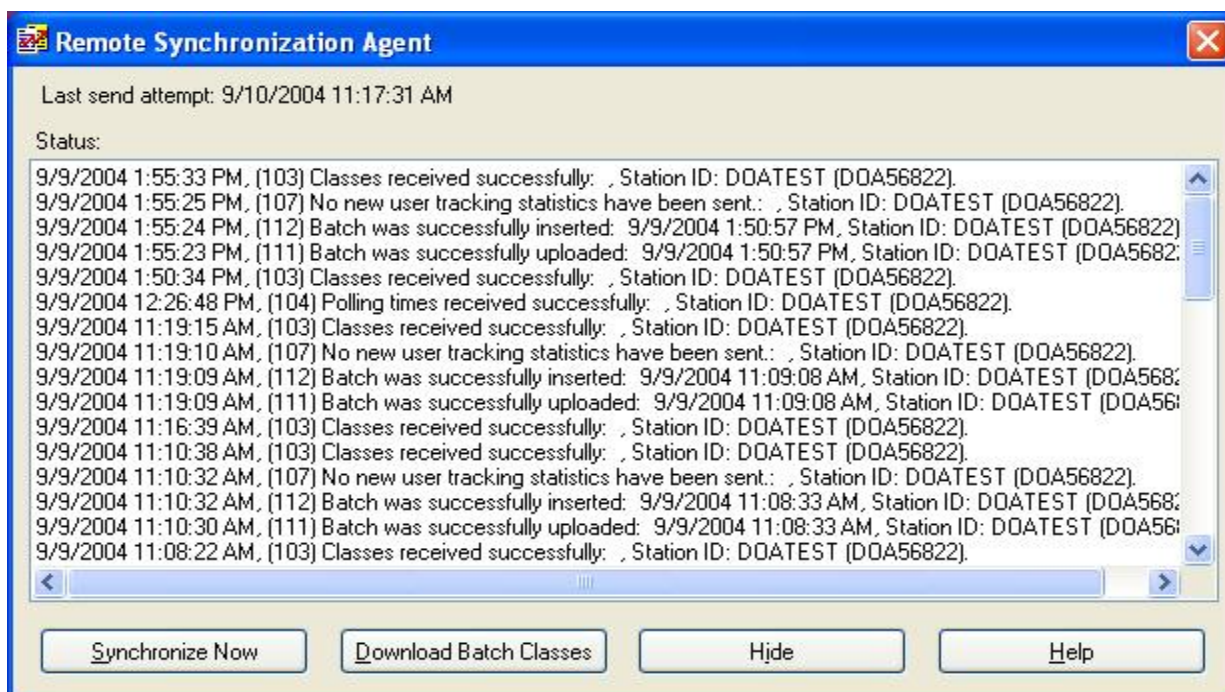
After this last step, you can close the Batch Manager window.

You will notice an icon appear on the system tray as shown in the next fig. This icon is the RSA or remote synchronization agent used by Ascent Capture to communicate with the central server.



The next step will be to synchronize the remote station. **To do this the Ascent Capture Administrator at DOA (Central Site) must be notified that you are ready to activate the remote station.** You must call this person and tell him/her your site ID and station ID. The Administrator will then assign you a remote profile and activate your license. **The contact person is listed in Appendix C.** Jeff Pitel should be your first contact. (608) 224-3885

Once he/she has done so, double click on the RSA icon on the system tray. A screen similar to this will appear:



Click the “Synchronize Now” button. You should see a message saying “Classes received successfully”. This signals a successful synchronization.

Install the Adrenaline Driver

This driver runs the SCSI card. Insert the VRS CD in a drive. Find the D/Adrenaline Drivers folder and select the setup.exe file from that folder. Double click this file to install the appropriate driver.

2.6 Install the Scanner

Installing the scanner consists of a four-part process:

1. Install the adaptor card
2. Choose the Scanner VRS driver
3. Connect the scanner to the PC
4. Set the default Kofax Scan source

2.6.1 Install the SCSI card

Shut down the PC completely. Disconnect the power cable from the machine. Open the case and install the Adrenaline adaptor card into one of the PCI slots on the motherboard. Be careful to only touch the edges of the card so as to not to damage the card circuits. Once the card is installed close the case and reconnect the power cable. **DO NOT** connect the scanner interface cable to the adaptor card at this time. The system will find the scanner as a separate piece of hardware during a following step.

Power on the PC.

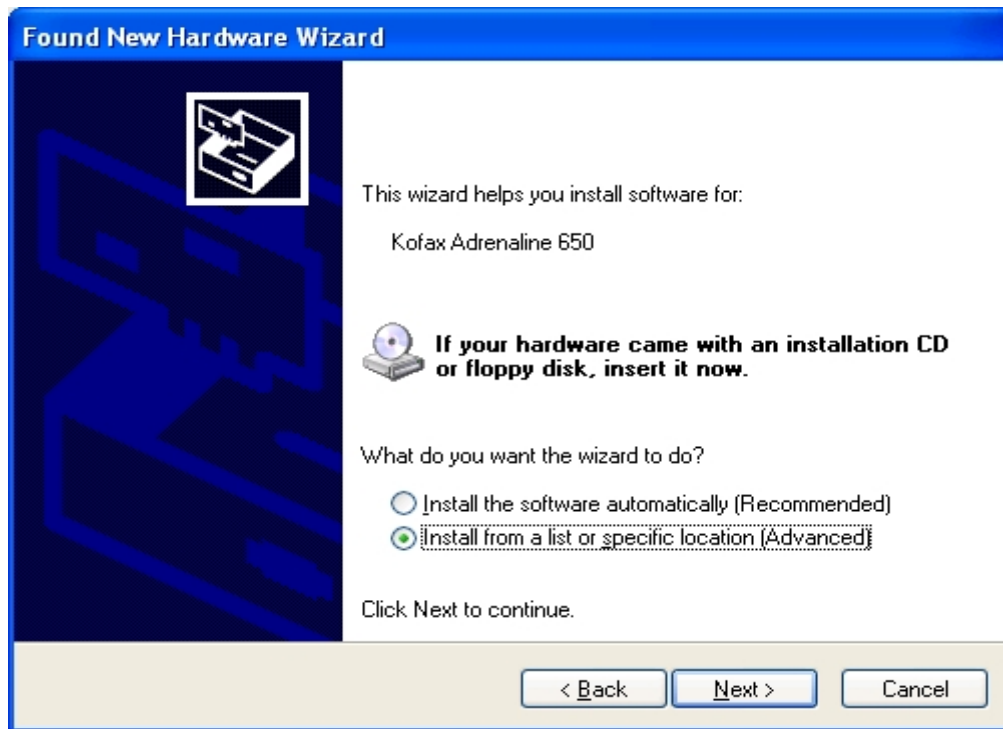
When the PC re-starts, Windows may or may not identify the card. Some systems may install the card automatically and you’ll just get a notification that new hardware is ready to be used. Most systems will present the dialog below. Click Next. Leave the radio button selected as shown below.

For Windows 2000 users

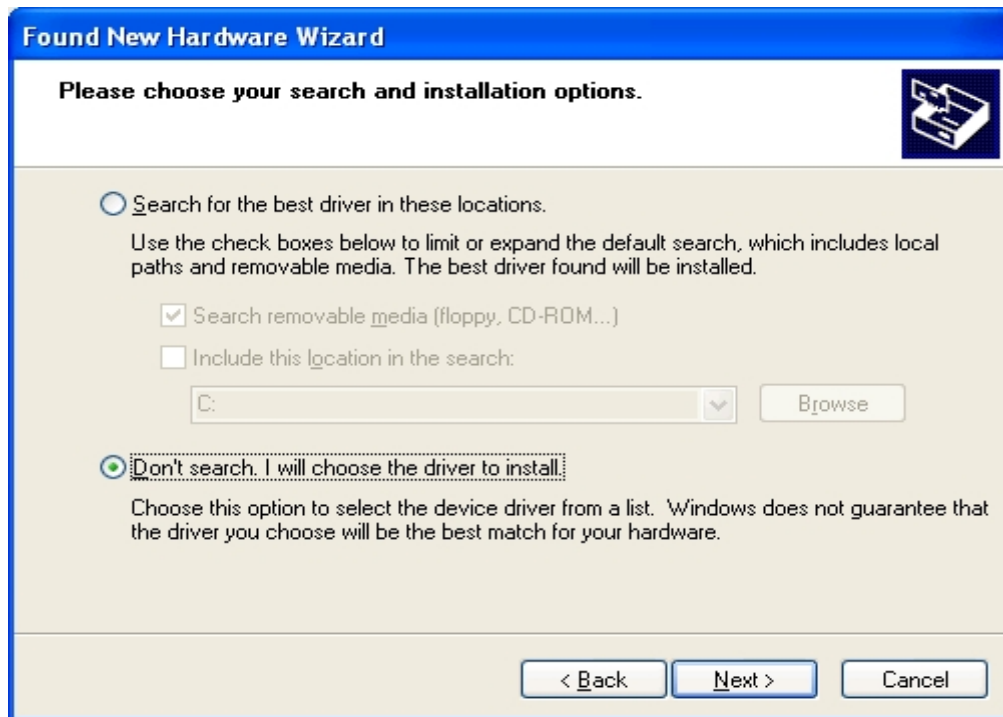
Note: If the scanner PC Operating System is Windows 2000, the windows below will look different. Choose “Yes” to the question “Do you want to continue with the hardware install?” when the system recognizes the Kofax Adrenaline SCSI card. This is actually much easier than the XP install process. Wait for the install then go to My Computer>Right click on Properties>Hardware> Device Manager. Then look under SCSI and RAID controllers. The Kofax card should show up.



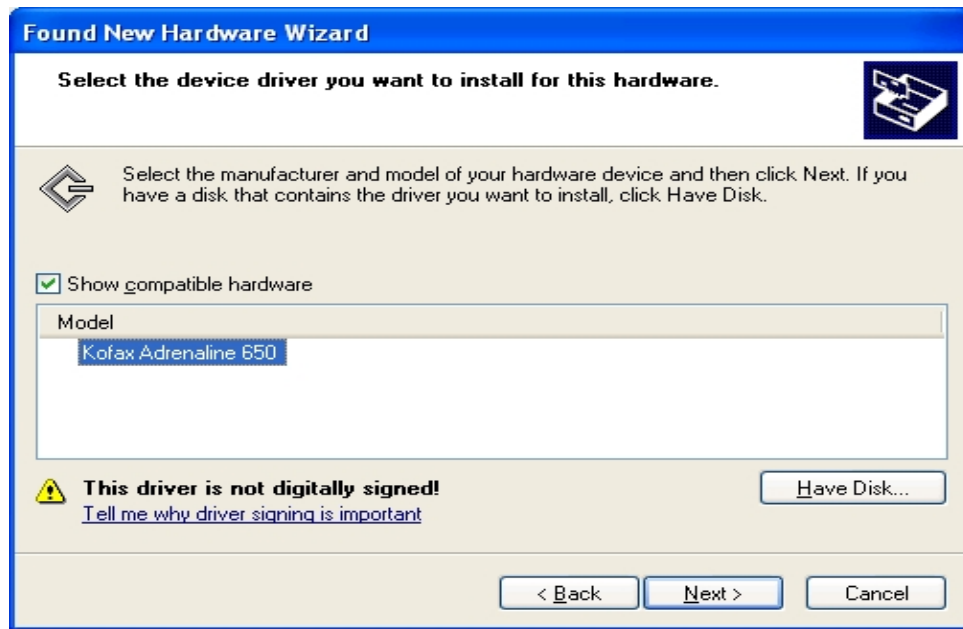
The next screen confirms that the Kofax Adrenaline 650 card has been found. Select the “Install from a list or specific location (Advanced)” radio button. Click Next.



On the next screen select 'Don't search' for the driver as shown below. Click Next to continue.



The next screen shows you the possible drivers for the card. Select Kofax Adrenaline 650 for the Fujitsu 4340c and Fujitsu 5750c scanners. Select Kofax Adrenaline 450 for the Fujitsu 4220c2 scanner. Click Next.

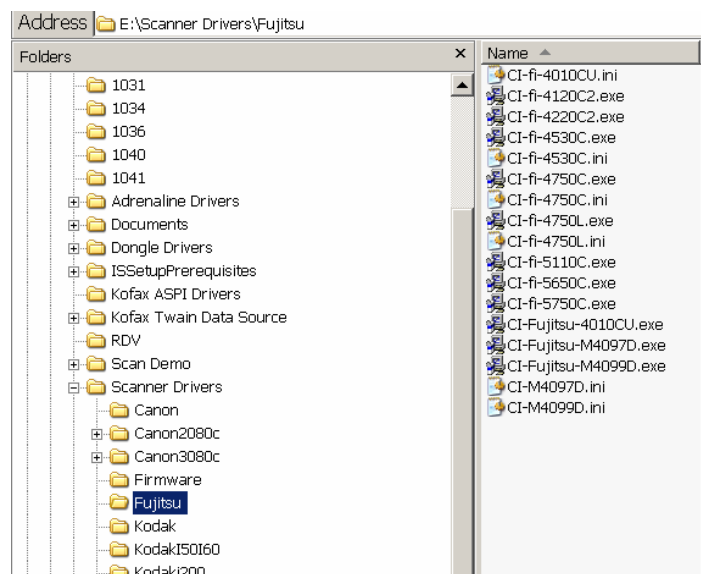


If the driver is not automatically found, browse to the D/Adrenaline Drivers folder if prompted for the driver.

2.6.2 Installing the Virtual ReScan (VRS) Driver

Insert the CD from the Card Manufacturer (as of this writing it is the VRS 4.0 Installation). Use the disk labeled VRS 4.0 that comes with the Kofax Adrenaline card, not the CRS 3.5 disk that may come with the SCSI card. The 'auto run' feature should start the installation. **CANCEL THE AUTORUN PROGRAM.** VRS is already installed. You just need to choose the right driver from this disk.

- Open Windows Explorer.
- Choose the CD drive.
- Find the folder named "Scanner Drivers/fujitsu."
- Open it and select the driver for you scanner model. The driver filename ends in the scanner model name. The scanner model is written on the scanner. e.g. 4220c2 or 5750c. **Note that the 4340 driver is not on this disk!**
- For the 4340 driver follow the instructions below.
- Double click on the appropriate .exe file to install the driver for your scanner e.g. the file ending in 4220c2.exe is used for the 4220 model.



Installing the 4340 driver:

Go to

<ftp://ftp.kofax.com/pub/support/ipbu/vrs/4.0/rdv>. This will also be in the ECF Handbook in ch. 3.6 There you get the rdv.zip file. Download it to your machine and unzip it.

- Go to KSM and set the SVRS with AIPE default.
- After you unzip the file you should see a setup.exe. Double click on this to run it. It is a very fast installation (seconds).
- Now, go to Start -->Programs -->Kofax VRS-->RDV.exe
- A dialog will come up that has a list of scanners. Select the correct 4340 scanner and click ok. Your profiles should now list in the KSM.
- Shut down the machine.
- Connect the scanner. Power on the scanner
- Power on the PC.
- Activate VRS. Go to C/Program FilesAscent/imgctls/bin and run activate.exe
- Start the scan module.
- Scan a batch and make sure VRS is running. You'll see the icon in the system tray.

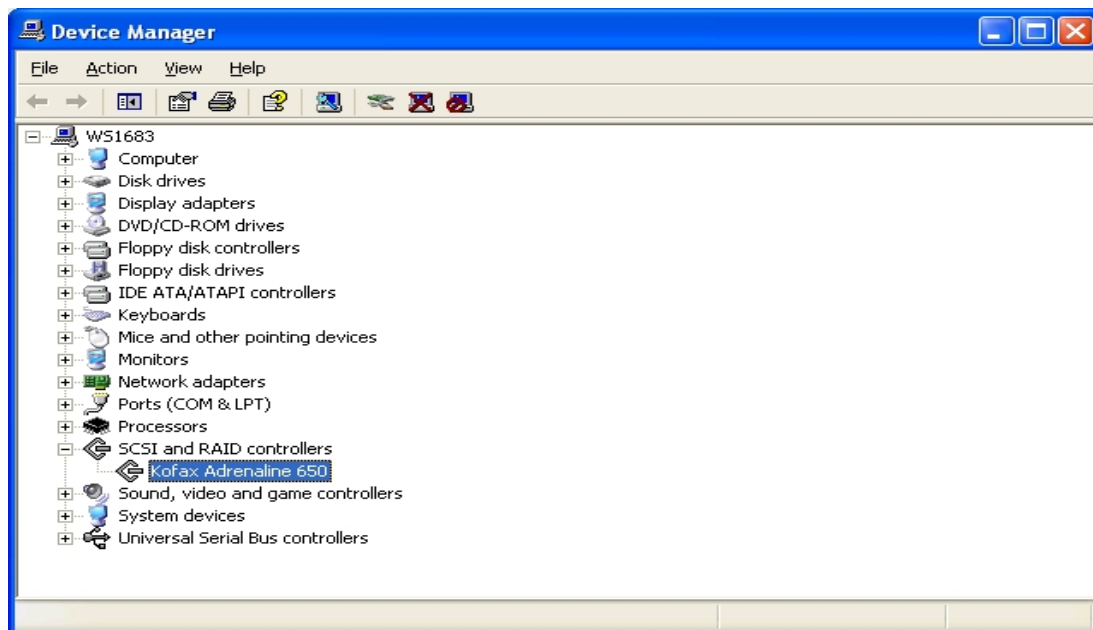
Reboot the PC. The card and the scanner should now be recognized.



On the next screen click Finish to complete the installation.



Once the installation is complete you should check that the device has been properly installed. Open device manager by going to the Windows Control Panel → System → Hardware tab → Device Manager. The device manager window is shown in Fig. 38. Under SCSI and RAID Controllers, you should see Kofax Adrenaline 650, as shown in the figure below. That means that the card was properly installed.

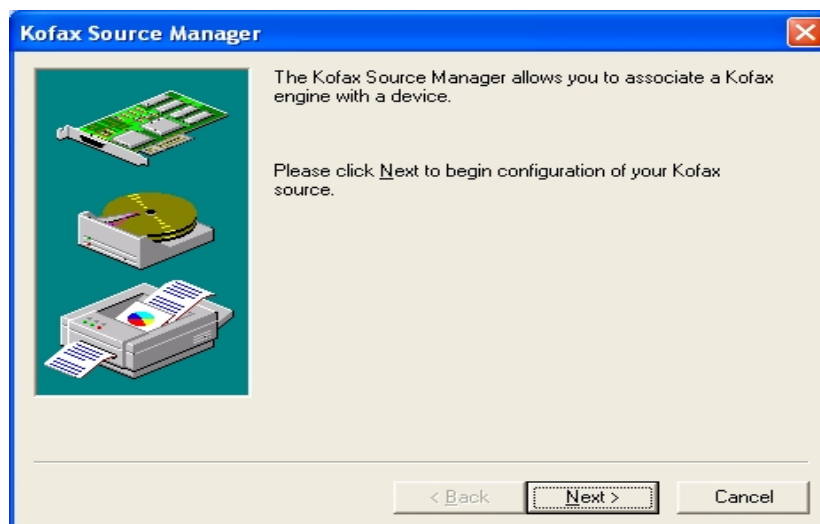


Close the device manager and system properties windows at this time.

2.6.3 Set the default Kofax Scan source

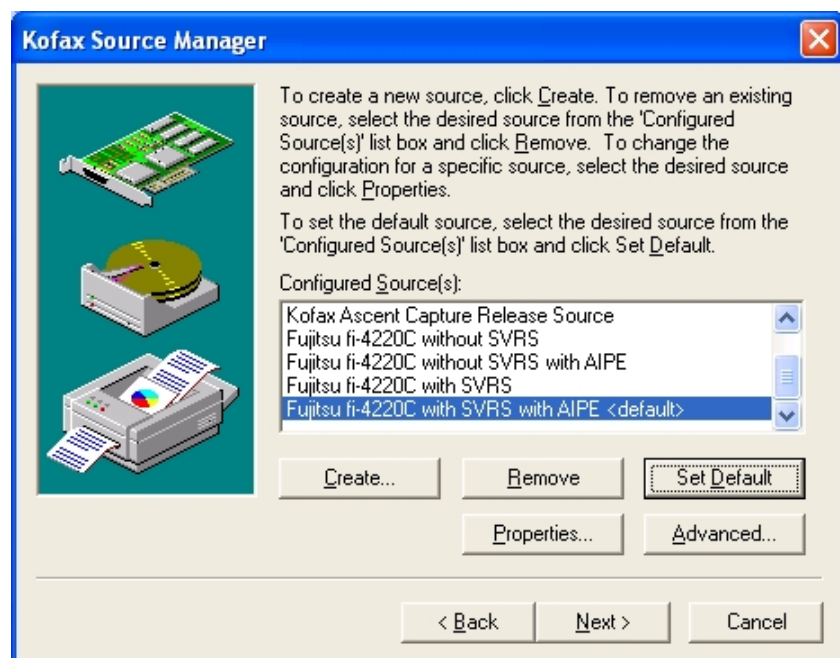
This step is important for the Scanning module. It will make sure that the scan source is configured as the default for all imaging programs installed on the system.

First open the Windows Control Panel. In the control panel, find the icon labeled KSM or Kofax Source Manager. Double click it to open the Kofax Source Manager. Click Next on the window that appears (Fig. 39).

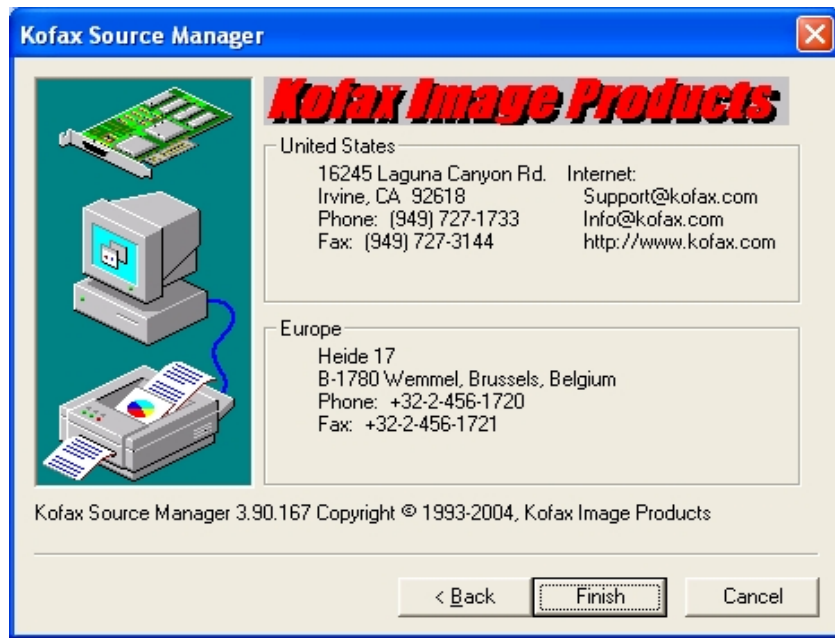


The next window, shows you all the configured scan sources on the machine. Select the one that says the model of your scanner with SVRS with AIPE. Ex: Fujitsu fi-4220C with SVRS with AIPE. Once you select it, click the "Set Default" button. Then click Next to continue, and Finish on the screen shown below to complete the process.

NOTE: If you do not see the choices for your scanner type, it probably is because the drivers were not properly installed during VRS setup. If that is the case, insert the VRS CD into the CD-ROM and run through the VRS setup again (see section 3.6.1). It is not necessary to re-install the card or scanner again.



Click on Properties on this page and make sure the correct scanner model is chosen. E.g. 4220c instead of 4000.



2.6.4 Set up the scanner

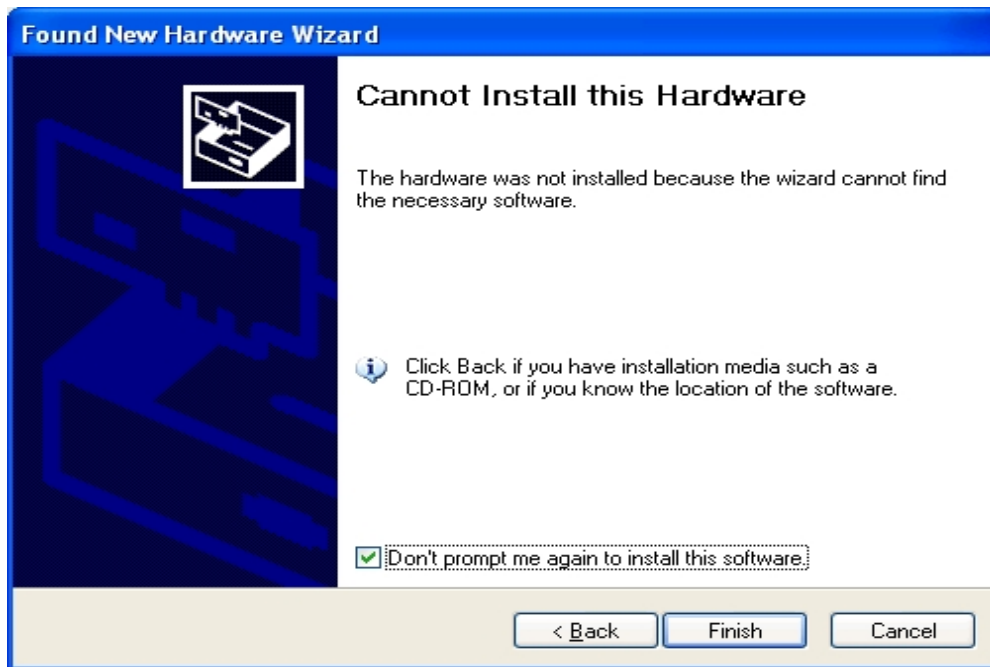
Shut down the PC completely. Connect the scanner cable to the PC. First power up the scanner. Then power up the PC. The system should then recognize the scanner as an additional device besides the Adrenaline adaptor card. Follow the “Found New Hardware Wizard” as depicted below. Make sure to check the check box labeled “Don’t prompt me again to install this hardware” as shown below. If this doesn’t come up, it means the PC isn’t recognizing the scanner.

Other scanner software

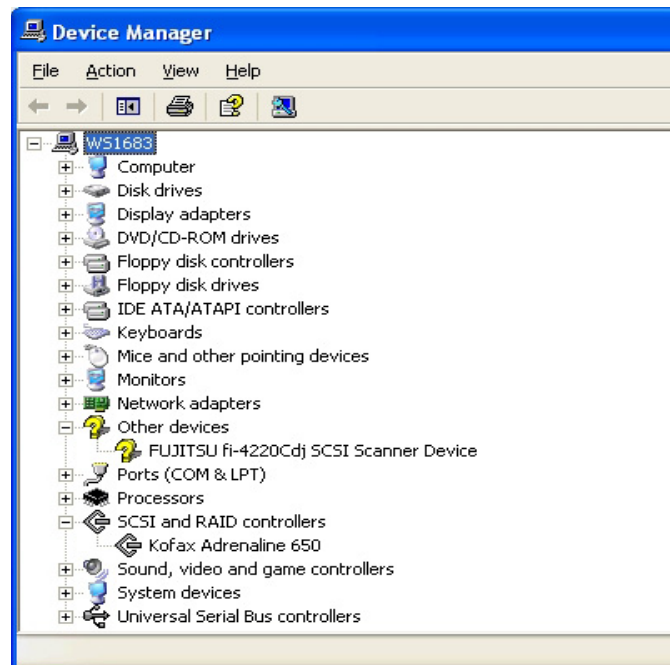
If your agency wants to use the scanner for non-CARES ECF documents, there is a program called “ScandAll” on a disk that came with the scanner. You may install it for other scanning needs (non-CARES documents). If you do that, wait until the ECF installation procedures in this document are completed.

When you’ve completed this, restart the PC. You *may* see the following windows (for XP users) upon startup.





- After the scanner hardware wizard, **check the Device Manager (Start>Settings>Control Panel>System>Hardware>Device Manager).**
- You may see the listed under “Other Devices” with a yellow question mark, as shown below. This is ok and should be no cause for concern. What really drives the scanner is the Kofax Adrenaline card we installed earlier, and the VRS drivers it uses.
- You most probably will see the scanner listed under “Imaging Devices.”
- **Reboot the PC again to make sure the PC recognizes the new drivers.**



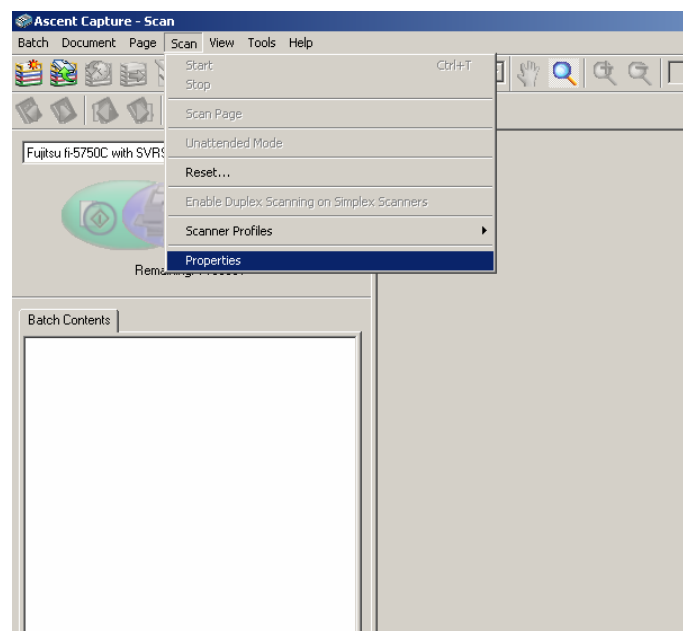
Activate the VRS software

- For a standalone install, it's on C:/program files/ascent/imgctrls/bin. This is also where Vcdemo is stored. To activate the VRS license for a server for a dual installation go to c:/program files/ascentss/servlib/imgctrls/bin
- Run activate.exe
- Enter the info requested using the sticker that came with the VRS disk. Get the license code, then activate. Place the sticker on the case of the scan station PC.
- Download the updates and install them. Do this by going to the c:/program files/ascent/imagectrls/bin/VRSupdatemanager.exe file and double clicking on it. You MUST do this step for the VRS to work properly. A download manager will start. Download and install the VRS Service Pack 1 (VRS SP1) if you didn't do this as part of 2.4. If you already did this, the update manager will tell you there are no more updates to install.

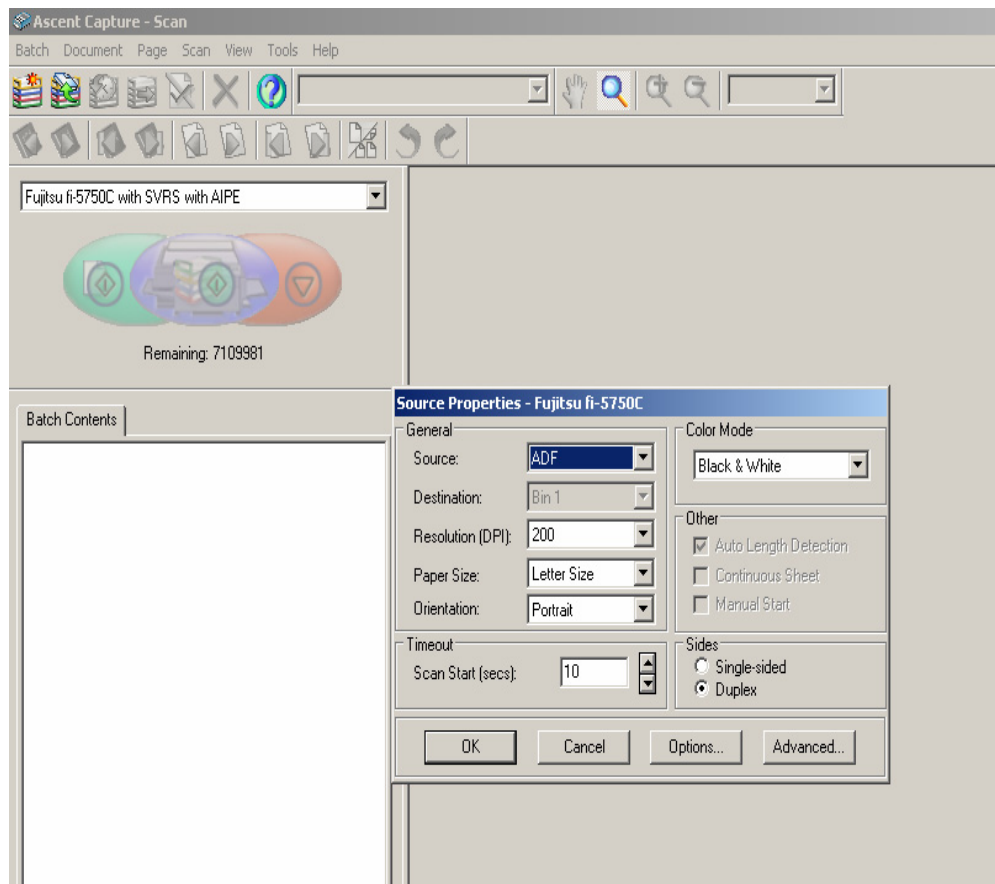
Note that you won't see Kofax VRS listed under Start>Programs. It's nested within Ascent Capture. This is different than with Ascent 6.1.

2.7 Configuring the Scanner Profile

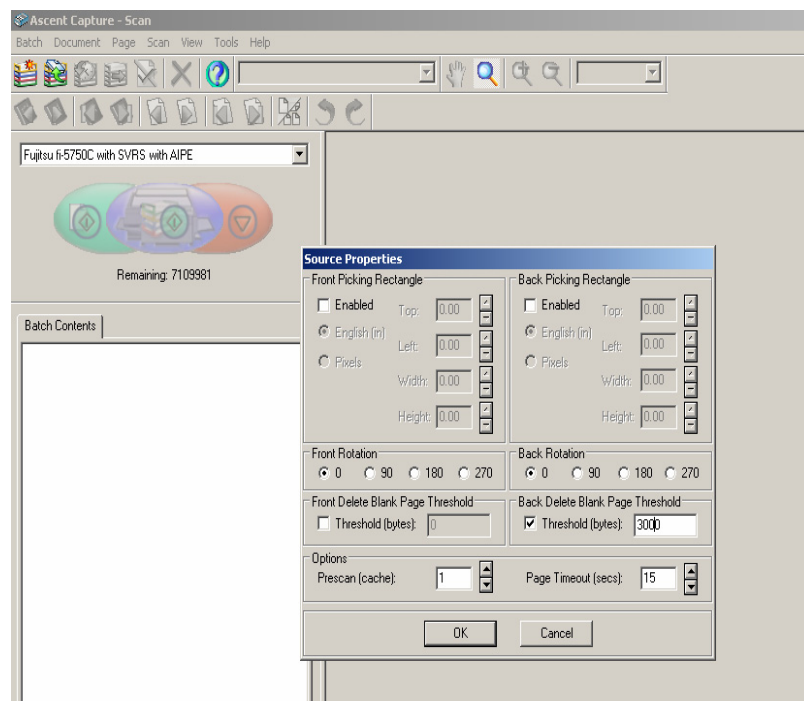
The scanner profile must be configured to drop blank pages from the document image. To create a profile for the scanner, open the Ascent Capture Scan module, on the SCAN pull down menu → properties. If you receive a license error, call DOA to approve the license. See [Appendix C](#) at the end of this document for contact names and numbers.



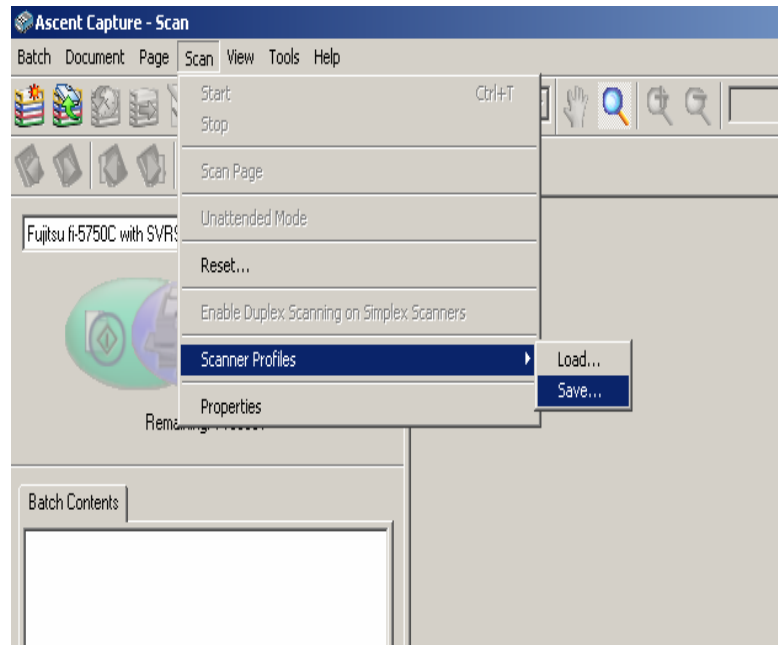
Check mark 'Duplex'. Click the 'OPTIONS' button



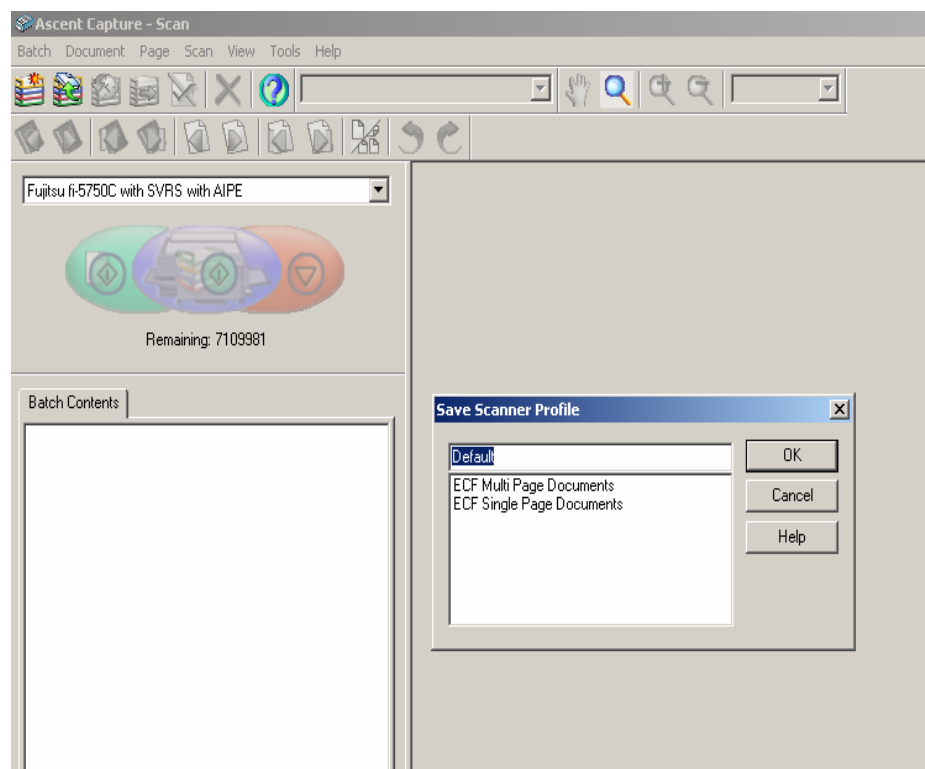
Check mark the 'Back Delete Blank Page Threshold', enter '3000' for a threshold value.



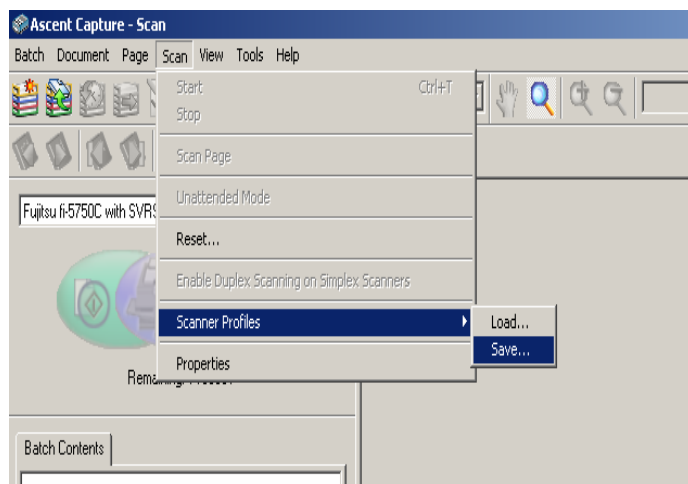
On the SCAN pull down menu → Scanner Profiles → Save



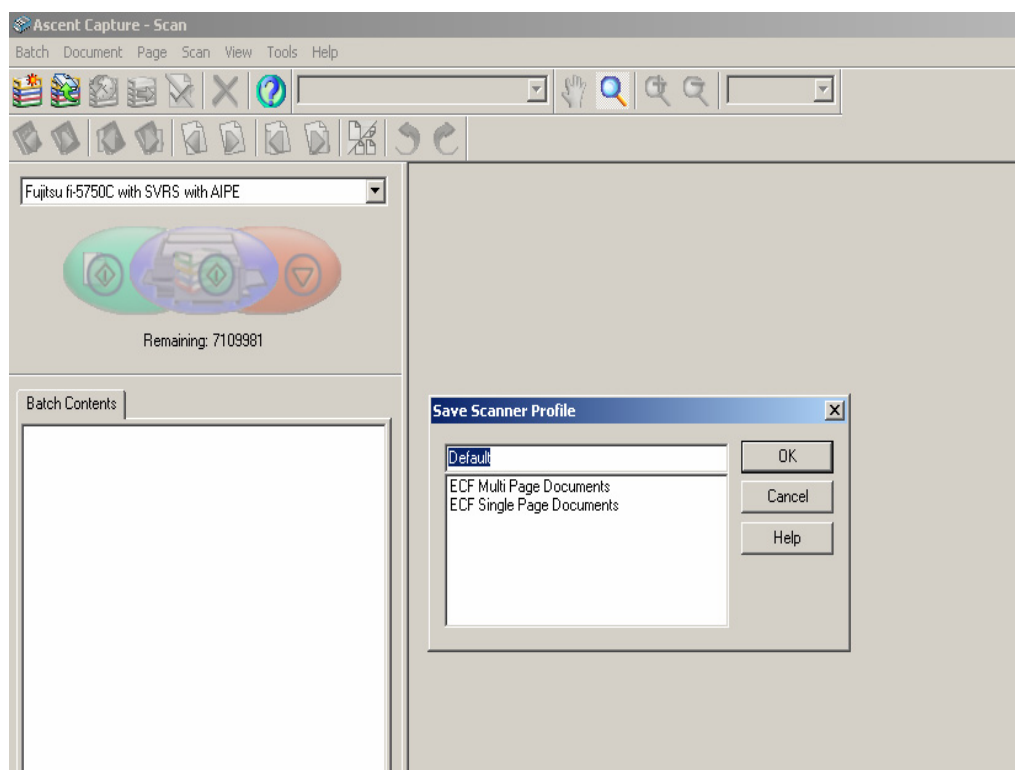
Type 'ECF Multi Page Documents', click ok



On the SCAN pull down menu → Scanner Profiles → Save



Type 'ECF Single Page Documents'. Click ok. On the SCAN pull down menu → Scanner Profiles → Save



2.7.1 Changing duplex scanning to single sided for the ECF Single Page Documents

You must change the ECF Single Page Documents to only scan the front side, and not do duplex scanning:

- Open Ascent Capture (Start>Programs>Ascent Capture)
- Open the Scan Module
- Click on Scan>Scanner Profiles>Load and select "ECF Single Page Documents">OK
- Click on Scan>Properties>In the section titled "Sides", change from "Duplex" to "Single Sided">Click OK

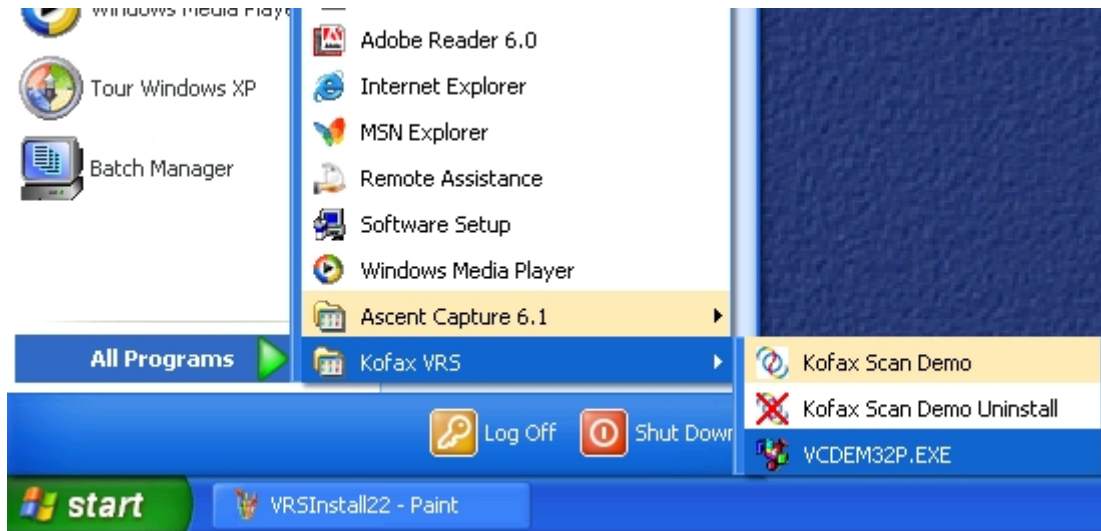
- Click on Scan>Scanner Profiles>**Save**>ECF Single Page Documents>OK

To make sure this was saved, go to Scan>Scanner Profiles>**Load**>ECF Single Page Documents>OK

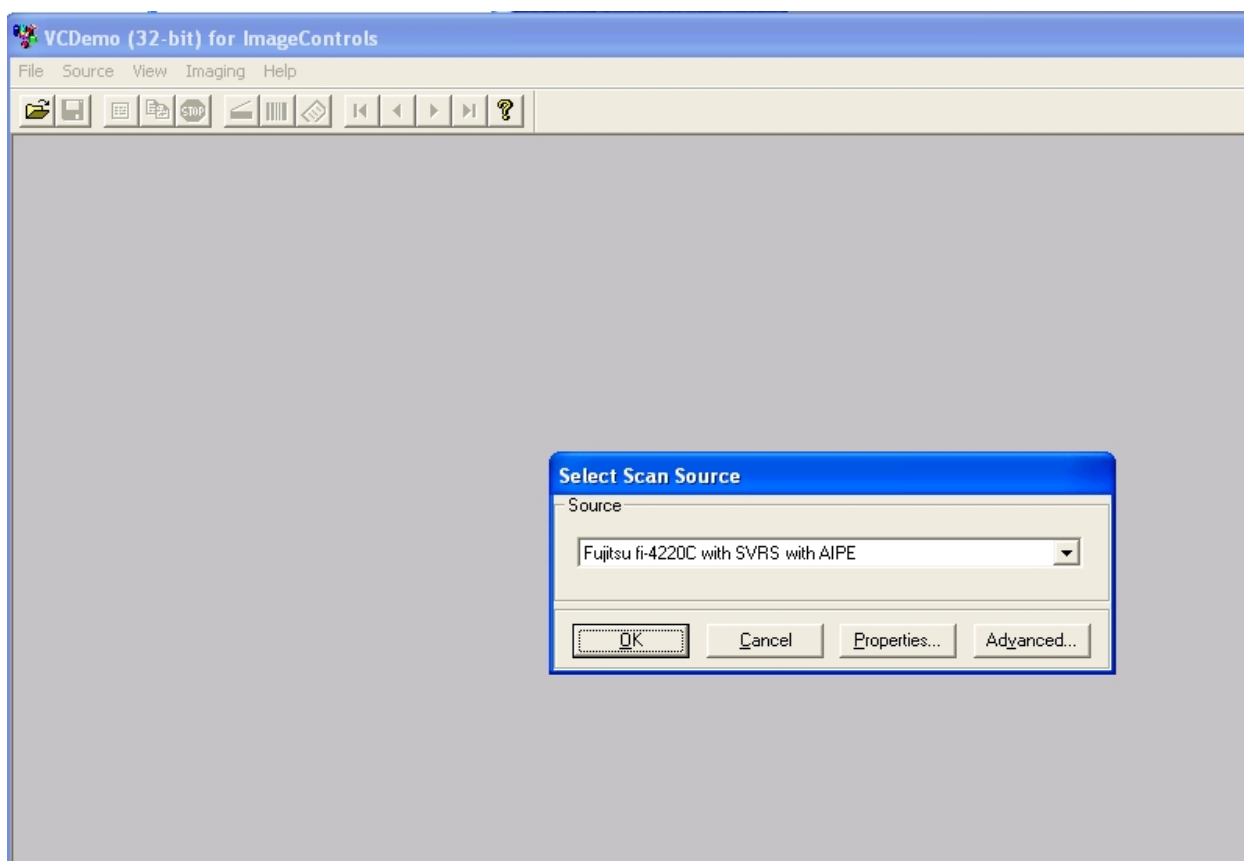
Click on Scan>Properties. The "Sides" section should say "Single Sided." Click OK. If not, repeat the steps above.

2.8 Testing the scanner installation

To test the scanner installation, VC Demo software has been installed with the Kofax VRS driver. To run VC Demo go to Start → All Programs → Kofax VRS → VCDEM32P.EXE as shown next.

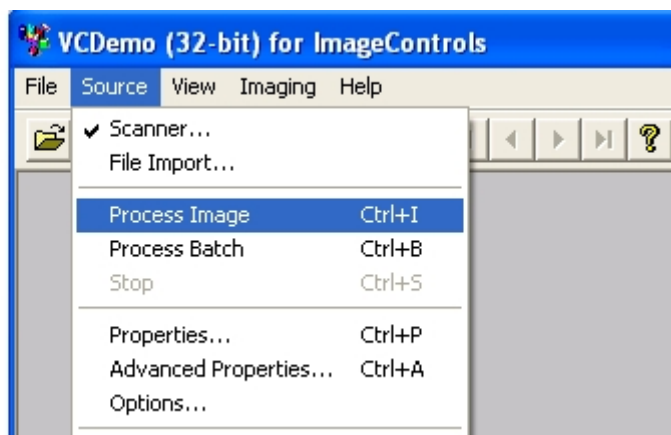


When the program comes up, click Source → Scanner from the menu, and select the Scan Source as shown in next. The default you set up with the KSM should come up, so you just have to click OK.



2.8.1 Test the Scanner

Place a test document into the scanner automatic feeder. Then select Source → Process Image as shown below. If the options are shaded and not available, wait a few seconds. You should be able to select “Process Image” then. After a few seconds, the paper should be scanned and the image should appear on the screen. This tells us that the scanner has been properly installed and configured.



Close the VCDemo window when finished testing.

2.9 Create Shortcuts on the Desktop

To make it easier on the users, create the following shortcuts on the desktop:

1. **Ascent Capture Scan Module-** Right click on the desktop> New shortcut> Browse> C:/programs/ Ascent/ Bin/ Scan>OK> Next> Finish
2. **Ascent Capture Index Module-** Right click on the desktop> New shortcut> Browse> C:/programs/ Ascent/ Bin/ Index>OK> Next> Write in "Validate (Index)" > Finish
3. **Ascent Capture Batch Manager Module-** Right click on the desktop> New shortcut> Browse> C:/programs/ Ascent/ Bin/ ops>OK> Next> Write in "Batch Manager" >Finish
4. **Ascent Capture Document Separator Sheets Module-** Right click on the desktop> New shortcut> Browse> C:/programs/ Ascent/ Bin/ SepSheet>OK> Next> Write in "Document Separator Sheets" > Finish

3. Setting Up the SYSCOM Custom Components

One of the Ascent modules installed with the out-of-the-box Ascent installation program is the Ascent Validation module. The Validation module is used to index images scanned with the Ascent Scan module. The SYSCOM custom components attach to the Validation module and enable users to interact with the CARES database, via the internet. For example, when a user enters a Case Number, the SYSCOM component queries the database and retrieves all the clients related to that user.

You will find all the files you need to install these components in section 3.6.3 of the ECF Handbook at <http://www.emhandbooks.wi.gov/ecf/>

On that page you should see the following files:

- HFSValidationCtrl.ocx
 - This ActiveX control replaces the interface panel of the Validation module, where the users enter indexing values.
- DHFSWrap.dll
 - This is the .Net DLL that relays information between the HFSValidationCtrl control, and stored procedures at DOA via the Internet connection.
- index.exe.config
 - This is a web configuration file containing data needed by the DHFSWrap DLL to access the database via the internet
- HFS_Custom_Panel_Validation.reg
 - This registration entry file contains registry entries that notify the Validation module to use the custom panel HFSValidationCtrl instead of the out of the box panel.

Save these files to your desktop. Follow all instructions in 3.6.3 of the ECF Handbook.

To make sure the installation of the custom components was successful, you can run the Ascent Validation module to make sure it loads correctly. To run the Validation module go to Start → All Programs → Ascent Capture 7.0 → Validation. When it comes up no errors should occur.

4. Appendix A

If you are installing Service Pack 2 (SP2) on your Windows XP operating system, make sure that the built in firewall is disabled, otherwise you will not be able to synchronize with the Ascent Capture server.

To get more information on how to set up XP SP2 for this application, go to the following URL in the Kofax Knowledge Base website:

<http://knowledgebase.kofax.com/fqsearch/results.aspx?QAID=4282>

5. Appendix B

If after following the procedures in Appendix A you are still not able to synchronize, make sure that the county office's firewall is not preventing you from getting information from the AC server. Make sure port 80 is opened on your proxy server. For more information on firewall settings see the following knowledge base article in the Kofax website:

<http://knowledgebase.kofax.com/fqsearch/results.aspx?QAID=2382>

If problems persist and you are going through a Proxy server, it may be necessary to disable the proxy server on the station.

6. Appendix C

The following matrix shows the naming convention to be used when installing the remote sites. It may be possible to have multiple site IDs for one county office. For example if a W-2 office is to scan for Adams County, you may assign site name ADAMS1, station ID ADAMS1, and so on. Before assigning sites that are not listed in this matrix, make sure you check with DHFS, as licenses have to be assigned prior to installation.

County Office	Site Name	Site IDs	Station ID(s)
ADAMS COUNTY	ADAMS	12	ADAMS
ASHLAND COUNTY	ASHLAND	13	ASHLAND
BAD RIVER TRIBE	BAD RIVER	14	BAD RIVER
BARRON COUNTY	BARRON	15	BARRON
BAYFIELD COUNTY	BAYFIELD	16	BAYFIELD
BROWN COUNTY	BROWN	17	BROWN
BUFFALO COUNTY	BUFFALO	18	BUFFALO
BURNETT COUNTY	BURNETT	19	BURNETT
CALUMET COUNTY	CALUMET	20	CALUMET
CAPO	CAPO1	300	CAPO1
CHIPPEWA COUNTY	CHIPPEWA	21	CHIPPEWA
CLARK COUNTY	CLARK	22	CLARK
COLUMBIA COUNTY	COLUMBIA	23	COLUMBIA
CRAWFORD COUNTY	CRAWFORD	24	CRAWFORD
DANE COUNTY	DANE	4,8,9,10,11	DANE

DELOITTE	DELOITTE	?	DELOITTE
DHFS	DHFS	?	DHFS
DODGE COUNTY	DODGE	25	DODGE
DOOR COUNTY	DOOR	26	DOOR
DOUGLAS COUNTY	DOUGLAS	27	DOUGLAS
DUNN COUNTY	DUNN	28	DUNN
EAU CLAIRE COUNTY	EAU CLAIRE	29	EAU CLAIRE
FLORENCE COUNTY	FLORENCE	30	FLORENCE
FOND DU LAC COUNTY	FOND DU LAC	31	FOND DU LAC
FOREST COUNTY	FOREST	32	FOREST
GRANT COUNTY	GRANT	33	GRANT
GREEN COUNTY	GREEN	34	GREEN
GREEN LAKE COUNTY	GREEN LAKE	35	GREEN LAKE
IOWA COUNTY	IOWA	36	IOWA
IRON COUNTY	IRON	37	IRON
JACKSON COUNTY	JACKSON	38	JACKSON
JEFFERSON COUNTY	JEFFERSON	39	JEFFERSON
JUNEAU COUNTY	JUNEAU	40	JUNEAU
KENOSHA COUNTY	KENOSHA	41	KENOSHA
KEWAUNEE COUNTY	KEWAUNEE	42	KEWAUNEE
LA CROSSE COUNTY	LA CROSSE	6,7	LA CROSSE
LAC DU FLAMBEAU TRIB	FLAMBEAU	43	FLAMBEAU
LAFAYETTE COUNTY	LAFAYETTE	44	LAFAYETTE
LANGLADE COUNTY	LANGLADE	45	LANGLADE
LINCOLN COUNTY	LINCOLN	46	LINCOLN
MANITOWOC COUNTY	MANITOWOC	47	MANITOWOC
MARATHON COUNTY	MARATHON	48	MARATHON
MARINETTE COUNTY	MARINETTE	49	MARINETTE
MARQUETTE COUNTY	MARQUETTE	50	MARQUETTE
MENOMINEE COUNTY	MENOMINEE	51	MENOMINEE
MILWAUKEE COUNTY	MILWAUKEE1,Etc. MAXIMUS1, Etc UMOS1, Etc	52,53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66	MILWAUKEE County, MAXIMUS, UMOS , Y-WORKS
MONROE COUNTY	MONROE	67	MONROE
OCONTO COUNTY	OCONTO	68	OCONTO
ONEIDA COUNTY	ONEIDA	69	ONEIDA
ONEIDA TRIBAL COUNCI	ONEIDA TRIBE	70	ONEIDA TRIBE
OUTAGAMIE COUNTY	OUTAGAMIE	71	OUTAGAMIE
OZAUKEE COUNTY	OZAUKEE	72	OZAUKEE
PEPIN COUNTY	PEPIN	73	PEPIN
PIERCE COUNTY	PIERCE	74	PIERCE
POLK COUNTY	POLK	75	POLK
PORTAGE COUNTY	PORTAGE	76	PORTAGE
POTAWATOMI TRIBE	POTAWATOMI	77	POTAWATOMI

PRICE COUNTY	PRICE	5	PRICE
RACINE COUNTY	RACINE	78	RACINE
RED CLIFF TRIBE	RED CLIFF	79	RED CLIFF
RICHLAND COUNTY	RICHLAND	80	RICHLAND
ROCK COUNTY	ROCK	81	ROCK
RUSK COUNTY	RUSK	82	RUSK
SAUK COUNTY	SAUK	83	SAUK
SAWYER COUNTY	SAWYER	84	SAWYER
SHAWANO COUNTY	SHAWANO	85	SHAWANO
SHEBOYGAN COUNTY	SHEBOYGAN	86	SHEBOYGAN
SOKAOGON TRIBE	SOKAOGON	87	SOKAOGON
ST. CROIX COUNTY	ST CROIX	88	ST CROIX
STOCKBRIDGE- MUNSEE T	STOCKBRIDGE	89	STOCKBRIDGE
TAYLOR COUNTY	TAYLOR	90	TAYLOR
TREMPEALEAU COUNTY	TREMPEALEAU	91	TREMPEALEAU
VERNON COUNTY	VERNON	92	VERNON
VILAS COUNTY	VILAS	93	VILAS
WALWORTH COUNTY	WALWORTH	94	WALWORTH
WASHBURN COUNTY	WASHBURN	95	WASHBURN
WASHINGTON COUNTY	WASHINGTON	96	WASHINGTON
WAUKESHA COUNTY	WAUKESHA	97	WAUKESHA
WAUPACA COUNTY	WAUPACA	98	WAUPACA
WAUSHARA COUNTY	WAUSHARA	99	WAUSHARA
WINNEBAGO COUNTY	WINNEBAGO	100	WINNEBAGO
WOOD COUNTY	WOOD	101	WOOD
Workforce Connections / Monroe	W2 - MONROE	110	W2 - MONROE
Workforce Connections / Pierce – St. Croix	W2 - PIERCE – ST. CROIX	111	W2 - PIERCE – ST. CROIX
Workforce Connections / Columbia	W2 - COLUMBIA	112	W2 - COLUMBIA
Workforce Connections / Juneau	W2 - JUNEAU	113	W2 - JUNEAU
Workforce Connections / Jackson - Trempealeau	W2 - JACKSON - TREMPEALEAU	114	W2 - JACKSON - TREMPEALEAU

ASPI Layer error

If you get an error regarding the SCSI card, you will need to update your ASPI layer.

<http://knowledgebase.kofax.com/faqsearch/results.aspx?QAID=1609>

That will take you to the article which explains how to update the layer. Ensure that you read the above article and the supplemental article:

<http://knowledgebase.kofax.com/faqsearch/results.aspx?QAID=1147>

ECF Implementation Contact Information

It's preferable that you email us at dhfsdhcfecfsupport@dhfs.state.wi.us

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